

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, SEPTEMBER 25, 2003
8:15 A.M.**

Commissioners Present: Bernie Heier, Chair
Larry Hudkins
Bob Workman
Deb Schorr

Commissioners Absent: Ray Stevens, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dave Kroeker, Budget and Fiscal Officer
Bruce Medcalf, County Clerk
Ann Taylor, County Clerk's Office
Melissa Koci, County Clerk's Office

The Chair opened the meeting at 8:18 a.m.

AGENDA ITEM

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY,
SEPTEMBER 18, 2003**

MOTION: Workman moved and Schorr seconded approval of the Staff Meeting minutes of September 18, 2003. Schorr and Workman voted aye. Heier abstained from voting. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Elimination of Relief/Medical Fund Financial Report
- B. Hiring Requests (Exhibit A):
 - 1. Property Management - Cleaning Supervisor
 - 2. Community Mental Health Center - Mental Health Managed Care Coordinator
- C. Report on LR 198 (Government Consolidation)
- D. Meeting with HDR

MOTION: Workman moved and Schorr seconded approval of the additions to the agenda. Schorr, Heier and Workman voted aye. Hudkins was absent from voting. Motion carried.

ACTION ITEMS

A. Voter Confirmation Card Form for Nebraska Association of County Officials (NACO)

MOTION: Schorr moved and Heier seconded to appoint Commissioner Workman as the voting representative in the absence of the Chair. Schorr, Heier and Workman voted aye. Hudkins was absent from voting.

B. Authorize Use of \$9,000 from Inmate Benefit Fund for Good News Jail and Prison Ministries

MOTION: Schorr moved and Workman seconded approval. Schorr, Heier and Workman voted aye. Hudkins was absent from voting. Motion carried.

Hudkins arrived at 8:27 a.m.

C. Notice of Blackout from Nationwide Retirement Solutions (NRS) for 401(a) Pension Plan and 457 Deferred Compensation Plan

Kerry Eagan, Chief Administrative Officer, presented four drafts for consideration (Exhibit B).

MOTION: Workman moved and Hudkins seconded approval of Drafts 1 and 3. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

3 COMMISSIONERS MEETING REPORTS

See Item 14.

Heier exited the meeting at 8:27 a.m. and Workman assumed direction of the meeting.

4 FINAL HEALTH & DENTAL INSURANCE RATES - Daryl Bell and Ron Cromwell, Milliman USA; Bill Kostner, City Risk Manager; Bill Thoreson, Benefits Specialist

Daryl Bell, Milliman USA, reviewed Dental Premium Options (Exhibit A). He said the dental plan is overpriced by approximately 12% and recommended a decrease of 0% to 8%.

Hudkins asked whether the excess could be placed in a pool for self-insurance.

Ron Cromwell, Milliman USA, said it could, but said it could not be moved outside the benefit plan.

Heier returned at 8:35 a.m. and assumed direction of the meeting.

MOTION: Hudkins moved and Heier seconded to reduce the dental plan premium by 6%. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

Bell reported a 7.9% renewal rate for the medical plan and reviewed design changes (see Exhibit C).

Hudkins expressed concern regarding the reduction in skilled nursing facility days.

Bell said the County can alter a line item, such as skilled nursing facility days, but it will turn the policy into a non-standard issue. He said the premium cost of making that change would be greater than the benefit, estimating the cost at a quarter of a point or \$22,000.

Bill Thoreson, Benefits Specialist, said moving to a non-standard issue can create problems in the areas of customer service and payment of claims.

Board consensus was to: 1) Investigate supplemental insurance or self-insurance of additional skilled nursing facility days; 2) Eliminate the Primary Care Physician (PCP) Option; 3) Decline the 4 Tier Option (Employee & Spouse Coverage); 4) Accept the plan design; and 5) Increase the Flexible Employee Benefit Account (FEBA) limit from \$3,500 to \$4,500.

Eagan reported that Children's Hospital and Methodist Hospital in Omaha are no longer doing business with United Healthcare.

Bell said Children's Hospital and United Healthcare are currently in arbitration. He did not have any information regarding the situation with Methodist Hospital.

Board consensus was to send a letter to United Healthcare indicating that the County expects the hospitals' claims to be paid as in-network.

5 DISCUSSION WITH ACREAGE RESOURCE GROUP - Brian Carstens, Kent Seacrest, Bill Siefert, Diane Oldfather and Doug Nagel

Heier asked the members of the Acreage Resource Group whether they have had a chance to review Build Through Acreages, An Approach to Acreage Development in the Lincoln Jurisdiction, a report prepared for the Planning Department by RDG Crose Gardner Shukert in association The Schemmer Associates.

They indicated that they had not, as they had only received the draft on Monday.

Heier said he received feedback that the Acreage Resource Group did not have much input.

Kent Seacrest said he believed the committee would discuss the report and make specific recommendations and modifications. He said the Planning Department informed the committee that wasn't their charge.

Brian Carstens said the committee has received "bits and pieces" of the three reports (Build Through Acreages, An Approach to Acreage Development in the Lincoln Jurisdiction; Cost of Rural Services Study and Performance Based Standards and Overall Acreage Development Strategy) but has not had a chance to talk about them all together. He said there is a good framework in place but said the committee has no more meetings scheduled.

Bill Siefert said he did not like having the committee report prepared at the end and said he was disappointed that the committee did not have a chance to review the report, identify the strong and weak points and make recommendations.

Diane Oldfather said the committee members had good suggestions and said she hoped they would be incorporated into the final plan.

Doug Nagel said the Acreage Resource Group was not really involved in the process and said he felt "preached to". He said he is bothered by the Cost of Rural Services Study and the contention that rural residents are not holding up their share of costs. Nagel said he is disappointed that the committee was not given a chance to vote and recommended that it be allowed to continue.

Oldfather said this is a major step and said "we shouldn't jump into it without exhausting all of the questions and possible implications". She said build through sounds like a good plan, but may be a little bit on the utopian side. Oldfather noted that there are a large number of acreages in Tiers II and III and said it may be hard to "stamp down" on them. She stressed the need for flexibility.

Hudkins said he supports giving the Acreage Resource Group additional time and would like the committee to look at the values given to water and paving.

Nagel said the matrix is heavily weighted on roads and water and expressed concern that acreage growth will be "pushed" into one area and will outprice the market.

Seacrest said he isn't clear about how the matrix will be used.

Oldfather cautioned against making acreage life too costly, complicated and rigid.

Schorr noted that the Board has application decisions pending based upon the information contained in the three studies.

Marvin Krout, Planning Director, appeared and said he believes there is sufficient information for the Board to make decisions on some of the pending cases. He said the goal was to have the studies completed by the deadline set forth in the Comprehensive Plan. Krout said the Acreage Resource Group was formed as a "sounding board" because of their expertise, but said they were not charged with providing recommendations to the City and County. He said drafting of committee recommendations would delay the process and said both the City and County should be involved in deciding the form and composition of such a committee.

Hudkins said the Board feels strongly that the committee members are a representative group.

Krout said they are representative of individuals that own land, have farming or development interests or live in the county, but said more diversity is needed as the issues that are being discussed have large implications for the City's growth and tax base.

Mike DeKalb, Planning Department, appeared and said additional briefings are planned for the County Board and City Council, including a wrap-up briefing before the City-County Common on October 7, 2003.

MOTION: Hudkins moved and Schorr seconded to continue the Acreage Resource Committee, for a period of up to three months, to be advisory to the County Board on the three studies.

Siefert suggested that the committee submit their individual comments to the Board rather than try to reach consensus on the issues.

Krout said the Planning Department is willing to continue to work with the committee over the next couple of weeks until a decision is made on how to best utilize them.

ROLL CALL: Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

Also present were Dennis Bartles and Larry Worrell, Acreage Resource Group; and Duncan Ross and Tom Cajka, Planning Department.

6 FISCAL YEAR 2003-04 MICROCOMPUTER REQUESTS - Doug Thomas, Information Services Manager; Dave Kroeker, Budget and Fiscal Officer

Doug Thomas, Information Services Manager, presented a revised microcomputer request from the Clerk of the District Court (Exhibit D). He said the County can tie to a large computer purchase that the State recently made, at a savings of \$140 each. The computers will not have the expansion capabilities of desktop computers, but should meet the department's needs.

MOTION: Hudkins moved and Workman seconded to authorize up to 16 PC's for the Clerk of the District Court, as outlined. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

Board consensus was to defer discussion of the other microcomputer requests.

ADDITIONS TO THE AGENDA

A. Elimination of Relief/Medical Fund Financial Report

Dave Kroeker, Budget and Fiscal Officer, explained that the data will still be available on the County's financial system.

MOTION: Hudkins moved and Schorr seconded to authorize elimination of the Relief/Medical Fund Financial Report. Workman, Heier, Schorr and Hudkins voted aye. Motion carried.

7 YOUNG AMERICANS INTERNATIONAL MUSIC OUTREACH TOUR - Michelle Schindler, Lancaster County Juvenile Detention Center Deputy Director; Stephanie Findley, Lancaster County Juvenile Detention Center; Andi Bloemker, The Young Americans

Michelle Schindler, Lancaster County Juvenile Detention Center Deputy Director, requested authorization to have the Young Americans International Music Outreach Tour come to the Youth Services Center, at no cost to the County, to conduct a three day workshop for residents (Exhibit E). She said they would like to allow parents to attend a musical production at the facility on the final day and gave an overview of security measures.

In response to a question from Heier, Andi Bloemker, The Young Americans, said the group will underwrite the cost of the workshop if it is unable to raise funds from private foundations.

MOTION: Workman moved and Schorr seconded to: 1) Approve the request to have the Young Americans International Music Outreach Tour come to the Youth Services Center; 2) Direct the County Attorney's Office to prepare a contract for action at a Board of Commissioners Meeting; and 3) Explore the use of Keno Funds to help pay for the workshop. Workman, Heier, Schorr and Hudkins voted aye. Motion carried.

8 EXECUTIVE SESSION (PENDING LITIGATION - CARLTON STANFORD) - Doug Cyr, Deputy County Attorney

MOTION: Workman moved and Schorr seconded to enter Executive Session at 10:28 a.m. for discussion of pending litigation. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

MOTION: Hudkins moved and Schorr seconded to exit Executive Session at 10:47 a.m. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

9 NO PARKING RESOLUTION (98TH & BENTON ROAD) - Terry Wagner, Lancaster County Sheriff

Terry Wagner, Lancaster County Sheriff, reported problems with parking on Benton Road and recommended that there be no parking on the road after dark.

MOTION: Workman moved and Heier seconded to: 1) Not allow parking on one side of the road after dark; and 2) Direct the County Engineer to investigate off-road parking options. Workman, Heier, Schorr and Hudkins voted aye. Motion carried.

10 TRAVEL REQUEST FROM KIM ETHERTON, COMMUNITY CORRECTIONS DIRECTOR

Kim Etherton, Community Corrections Director, requested authorization to attend the International Community Corrections Association (ICCA) Annual Conference in Indianapolis Indiana on November 9-12, 2003 and \$505 in travel expenses (Diversion Services will provide funding in the amount of \$600).

MOTION: Hudkins moved and Workman seconded approval of the request. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

ADDITIONS TO THE AGENDA

E. Parking Committee Report - Hudkins

MOTION: Hudkins moved and Workman seconded approval of the addition to the agenda. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

ADDITIONS TO THE AGENDA

B. Hiring Requests (Exhibit A):

1. Property Management - Cleaning Supervisor
2. Community Mental Health Center - Mental Health Managed Care Coordinator

MOTION: Workman moved and Schorr seconded approval of the requests. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

C. Report on LR 198 (Government Consolidation)

Eagan reported on interim study testimony held before the Nebraska Legislature's Government, Military and Veterans Affairs Committee.

D. Meeting with HDR

Schorr said she and Heier met with representatives of HDR, a consulting firm, to discuss Community Corrections, long-term plans for jail expansion and security systems.

E. Parking Committee Report - Hudkins

Hudkins said the new parking garage is projected to open in early December, 2003.

11 INSURANCE RENEWALS - Sue Eckley, Workers' Compensation & Risk Management Manager; Kent Sprague and Tom Champoux, UNICO Group, Inc.

Kent Sprague, UNICO Group, Inc., said the insurance carriers have indicated that they are not interested in providing higher retentions or deductibles. He reported the following revisions to the quote from Coregis (Exhibit F):

- \$142,363 - General Liability
- \$ 63,403 - Law Enforcement
- \$ 72,440 - Public Officials
- \$110,000 - Umbrella - Empire (Includes law enforcement)

Sprague said the County's net operating costs went from \$69 million to \$92 million and said that helped to "drive" the cost of the premium.

Hudkins said a large portion of that is attributable to a pass-through of funds, citing the Families First & Foremost (F³) Grant Program, Hometown Security and Medicaid reimbursement for Lancaster Manor as examples.

The Board asked Kroeker to review the financial statements.

Hudkins inquired about options for self-insurance.

Sprague said the County would have to fully self-insure, as none of the carriers are willing to provide options for coverage.

Doug Cyr, Deputy County Attorney, appeared at the Board's request, and said the biggest loss area is workers compensation, which has a \$300,000 self-insured retention. Exposure under the Tort Claims Act is \$1 million per individual and \$5 million per occurrence. He said if the Board wants to self-insure it should be in areas where there are not a lot of claims. Additional claims administration and investigation is also recommended.

MOTION: Workman moved and Hudkins seconded to: 1) Self-insure in the area of commercial/general liability, effective September 30, 2003; 2) Continue to investigate other alternatives in the next thirty days, specifically with the Nebraska Intergovernmental Risk Management Association (NIRMA); and 3) Use approximate savings of \$375,000 in premiums as a fund for self-insurance.

Kroeker recommended that a portion of those funds to be used to strengthen the resources of Workers' Compensation & Risk Management and the County Attorney's Office.

AMENDMENT: The maker and the seconder of the motion modified the motion to include that a portion of the funds will be allocated for that purpose and to request a recommendation from Sue Eckley, Workers' Compensation & Risk Management Manager, and the County Attorney's Office on how to implement and strengthen the Risk Management Department.

ROLL CALL: Workman, Heier, Schorr and Hudkins voted aye. Motion carried.

12 ACTION ITEMS

- A. Voter Confirmation Card Form for Nebraska Association of County Officials (NACO)
- B. Authorize Use of \$9,000 from Inmate Benefit Fund for Good News Jail and Prison Ministries
- C. Notice of Blackout from Nationwide Retirement Solutions (NRS) for 401(a) Pension Plan and 457 Deferred Compensation Plan

Items A, B & C were moved forward on the agenda.

- D. Joint Request for Proposals (RFP) with City for Financial Advisor

Kroeker recommended that the County enter into a joint Request for Proposals (RFP) with the City for a financial advisor (Exhibit G).

MOTION: Workman moved and Hudkins seconded to accept the recommendation and proceed with a joint Request for Proposals (RFP) with the City for a financial advisor and to indicate that Dave Kroeker, Budget and Fiscal Officer, will serve as the County's representative on the Selection Committee. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

- E. Application to the Nebraska Department of Roads for Transportation Enhancement Improvement Funds for Jamaica North Trail

MOTION: Workman moved and Hudkins seconded to authorize signing of the application. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

13 ADMINISTRATIVE OFFICER REPORT

- A. Management Team Retreat Agenda

Board consensus was to move general discussion to 9:00 a.m. to 9:45 a.m.

- B. Youth Assessment Center (YAC) Strategic Advisory Committee

The Board asked that discussion with Gus Hitz, Youth Assessment Center Director, be scheduled on an agenda.

C. Rural Address Update

Eagan gave an update on the Rural Addressing Project.

MOTION: Hudkins moved and Workman seconded to request a legal opinion on the posting of addresses. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

D. Computer Login Messages

Item held.

E. Legal Opinion Request Regarding the Posting of Addresses

See Item C.

F. Open Space Implementation Plan

Schorr and Eagan reported on a meeting held to discuss how to implement the open space components of the Comp Plan, noting the possibility of a tie-in to economic development.

G. Reappointment of Barry Moore and George Rowe to the Lincoln Area Agency on Aging Advisory Council

The item was scheduled on the September 30, 2003 Board of Commissioners Meeting agenda.

H. Meeting with Randall Consulting (Tourism Study)

Hudkins, Schorr and Eagan gave a brief report on the meeting held to discuss the tourism study.

I. Update on Joint Receptionist

Cori Beattie, County Board Administrative Secretary, appeared and reported that Mary Meyer has accepted the receptionist position and will start on October 2, 2003.

Brief discussion took place on signage, screening and reconfiguration of the administrative secretary's space.

MOTION: Workman moved and Hudkins seconded to instruct Property Management to move the information desk in front of the doors to the County Board Office with installation of proper signage. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

14 DISCUSSION OF BOARD MEMBER MEETINGS

A. Board of Health - Hudkins

Hudkins said there was testimony on the proposed Clean Air Ordinance and the proposal was advanced to the City Council, with an amendment to not include the City's three mile zoning jurisdiction.

15 EMERGENCY ITEMS AND OTHER BUSINESS

Gary Lacey, County Attorney, appeared and introduced Kristy Mundt, Deputy County Attorney.

The Board presented Dave Johnson, Deputy County Attorney, with a plaque in appreciation of his services.

16 ADJOURNMENT

MOTION: Hudkins moved and Schorr seconded to adjourn the meeting at 12:23 p.m. Hudkins, Schorr, Heier and Workman voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk